

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, February 11, 2013

LOCATION: Division of Fire and Rescue Services
Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Dennis Dudley, FPD; Dewey Foreman, HAZMAT Vol.; Richard Himes, FC-DFRS; Tom Meunier, FC-DPW; Doug Orner, VFRA; Steve Cooper, FC-DEP; Barbara Rosvold, FCHD; Seamus Mooney, FC-DEP; John Reginaldi, MEMA; Karin Tome, City of Brunswick/MML; Robin Santangelo, FC-PIO; Todd Johnson, FCAA; Dave Dunn, FC-BOCC; Milton Frech, Brunswick PD; Ross Smith, Ft. Detrick/NIH; Alison Robinson, DHMH-OP&R.

Chairman Dudley called the meeting to order at 0835 hours, followed by introduction of those in attendance.

MEETING MINUTES:

- A motion was made by R. Himes and seconded by T. Meunier that the minutes of the December 10, 2012, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Committee
 - No report. The committee will meet prior to the next LEPC meeting.
- Internal Committee
 - The committee met on January 30, 2013.
 - Items discussed and acted on:
 - Reviewed the LEPC website and will be updating the site to include:
 - Adding the National Response Center toll free telephone number to the main page;
 - Deleting outdated documents and videos;
 - Looking into adding pictures/slide show of LEPC drills.
 - Reviewed the updated Hazardous Materials and Oil Spill Response Annex to the County's Emergency operations Plan which serves as the County's Hazardous Substance Emergency Response Plan. No changes recommended.
 - Discussed who we would like to see as a guest speaker for a LEPC meeting, and which meeting would be best to have a guest speaker.
 - Propose having a speaker from MDE or a local research facility.
 - Propose having the guest speaker at the October meeting, and suggest moving the meeting to the following week due to the October meeting date being a holiday.
 - Recommend that the Internal Committee's proposals be forwarded to the External Committee for consideration and action.

OLD BUSINESS or INFORMATION:

- Calendar year 2013 LEPC Drill/Exercise discussion

- S. Mooney stated that he had not heard back from CSX about having a joint CSX/LEPC table-top exercise.
- FY12 grant status/spending
 - All remaining funds have been expended except for the siren activation module.
 - We received an extension from the State on spending the remaining funds due to the uncertainty when the siren activation module would be installed.
 - Chip Jewell reported via e-mail that the equipment is being quality controlled tested and will be shipped this week. It will be installed immediately upon receipt.
- 2013 Planning
 - Agenda/Speakers/Large Meeting
 - Covered above.
- Voting Membership List Proposal
 - The proposed 2013 voting membership list (attached) was reviewed. A motion was made by S. Mooney and seconded by R. Himes that the proposed list be approved. The motion passed unanimously.
 - The list will be sent to the Frederick County Board of County Commissioners for approval and forwarding to the State Emergency Response Commission (SERC).

NEW BUSINESS:

- National Response Center Notifications
 - S. Cooper reported details of two Situational Awareness Reports that had been received from the National Response Center since the last meeting.

ROUNDTABLE:

- A. Robinson
 - There will be a regional training exercise this May or June on the HC Standard Patient Tracking System.
- T. Johnson
 - The Citizen Corps Council has contracted to place a public service announcement (PSA) on Comcast. The PSA was produced by the County's Video Services and was narrated by Judy Peterson from the American Red Cross.
- R. Himes
 - The County's Haz Mat Response Team is completing 1st quarter training.
 - WMD Radiological/Nuclear Responder Operations Course will be conducted at the Public Safety Training Center April 15 – 17, 2013.
 - The County's fire/rescue service is embarking on a new State patient reporting system.
 - DFRS is in the process of setting up a simulation area in the older training building. They have two simulation units, one fixed and one portable. The portable system is for fire simulations only. The fixed system may be adaptable to police simulations.
- J. Reginaldi
 - The MD State Department of Education is updating the Emergency Management Plan for MD schools.

- Working with the EPA in developing briefings and table-top on Protecting the Water Systems.
 - The State, through MDE, is developing a Statewide Radiological/Nuclear Detection and Prevention Plan. The State will be sending out a survey about radiological/nuclear detection equipment – what we have and what we need.
 - Developing COOP Certification Training through MEMA.
 - Assisting with the October 2013 Critical Infrastructure Resilience Conference Planning in Annapolis.
 - Creating an Emergency Management Guide for schools within the NCR.
 - Updating the Emergency Management Plan for Higher Education in MD.
- D. Dudley
- Attended training on nuclear/radiological issues. Stealing radiation materials from medical facilities is expected to become a major problem and will require aggressive police response.
- S. Mooney
- Received word that 2013 grant funds for the LEPC would be reduced to between \$1,200 and \$2,500.
 - The State survey mentioned by J. Reginaldi will be sent to the County's Division Emergency Management, and we will forward it to the appropriate County agencies.
 - The MD Emergency Managers Association will be holding its annual meeting in Ocean City during the last week of May.
 - We received mitigation funds from FEMA, through MEMA, to place alert notification boxes in the main offices of all County public schools.
 - The MD School for the Deaf is looking to upgrade its' campus-wide emergency notification system and has requested subject matter experts from the community to assist with developing the specifications.
- K. Tome
- The FEMA Public Assistance reimbursement for Hurricane Sandy that Brunswick will be getting is appreciated.
 - Sheriff Jenkins gave a briefing at the MD Mayors Association meeting on the County's School Resource Officer Program.
 - A Synthetic Marijuana Bill is coming up at the State level.
- B. Rosvold
- The Health Department will be conducting a Closed Pod exercise on April 26. The initial planning meeting for the exercise will be held tomorrow.
 - The Health Department's CDC site visit/review will be held on February 19.
 - The CDC will be holding a Public Education Health Conference in Atlanta. The Health Department has been selected to make two poster presentations – one on the G8 Summit and one on last year's Closed Pod exercise.
 - A Public Health Risk Assessment is underway.
- T. Meunier
- DPW had to exercise their lockdown procedure last week during the robbery at Colonial Jewelers.
- D. Orner
- New Market VFC will be moving back into their station in a month.
 - Construction on the Libertytown VFC station should begin in the next 30 days.

- R. Santangelo
 - The LEPC should consider participating in Channel 19's County Spotlight program. This would be a good way to disseminate information about the LEPC.
 - Chairman Dudley said he would consider it.

A motion was made by R. Himes and seconded by T. Johnson to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0922 hours.

The next meeting will be held on April 8, 2013, at the Division of Fire and Rescue Services, 5370 Public Safety Place, Frederick, MD 21704.

Respectively submitted by Steven Cooper, Secretary.